

1 **Amendment to the Specification**

2 **In the Specification:**

3 Please amend the specification as follows:

4 On Page 7, the paragraph beginning at line 24 should be replaced with the following.

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6 With reference to Fig. 1, an exemplary system for implementing the invention includes a
7 conventional personal computer 20, including a processing unit 21, a system memory 22, and a
8 system bus 23 that couples the system memory to the processing unit 21. The system memory 22
9 includes read only memory (ROM) 24 and random access memory (RAM) 25. A basic input/output
10 system 26 (BIOS), containing the basic routines that help to transfer information between elements
11 within the personal computer 20, such as during start-up, is stored in ROM 24. The personal
12 computer 20 further includes a hard disk drive 27, a magnetic disk drive 28, e.g., to read from or
13 write to a removable disk 29, and an optical disk drive 30, e.g., for reading a CD-ROM disk 31 or to
14 read from or write to other optical media. The hard disk drive 27, magnetic disk drive 28, and optical
15 disk drive 30 are connected to the system bus 23 by a hard disk drive interface 32, a magnetic disk
16 drive interface 33, and an optical drive interface 34, respectively. The drives and their associated
17 computer-readable media provide nonvolatile storage for the personal computer 20. Although the
18 description of computer-readable media above refers to a hard disk, a removable magnetic disk and a
19 CD-ROM disk, it should be appreciated by those skilled in the art that other types of media which are
20 readable by a computer, such as magnetic cassettes, flash memory cards, digital video disks,
21 ~~Bernoulli~~ BERNOULLITM cartridges, and the like, may also be used in the exemplary operating
22 environment.

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24 On Page 8, the paragraph beginning at line 20 should be replaced with the following.

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26 A number of program modules 37 may be stored in the drives and RAM 25, including an
27 operating system 35, a reminder database 210, a document reminder system 100, application
28 programs 36, and one or more dynamically linked libraries (not shown), and program data 38. A user
29 may enter commands and information into the personal computer 20 through conventional input
30 devices, including a keyboard 40 and pointing device, such as a mouse 42. Other input devices (not

1 shown) may include a pen, touch-operated device, microphone, joystick, game pad, satellite dish,
2 scanner, or the like. These and other input devices are often connected to the processing unit 21
3 through a serial port interface 46 that is coupled to the system bus, but may be connected by other
4 interfaces, such as a game port or a universal serial bus (USB). A display screen 47 or other type of
5 display device is also connected to the system bus 23 via an interface, such as a video adapter 48. In
6 addition to the display screen 47, personal computers typically include other peripheral output
7 devices (not shown), such as speakers or printers.

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9 On Page 16, the paragraph beginning at line 6 should be replaced with the following.

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11 The reminder editing dialog 500 displays the name of the associated document in the task
12 field 510. From the reminder editing dialog 500, the user may alter the reminder 200 in a number of
13 ways. First, the user may delete the reminder by clicking on the delete button 550. Second, the user
14 may add a note to the reminder by typing in the note field 570. Any notes added will be displayed
15 the next time the reminder 200 is opened in the reminder editing dialog 500. Third, the user may
16 schedule the reminder 200 as a recurring reminder by clicking the recurring task field 560.
17 Designating a reminder 200 as a recurring task instructs the document reminder system 100 to display
18 the reminder at recurring intervals, as specified by the user. Fourth, the user may designate a priority
19 for the reminder 200 by selecting a priority level from a drop-down menu 530. Finally, a user may
20 alter the time and/or date for displaying the reminder 200 by entering a new time and/or date in the
21 time/date display field 520. Once a user has completed editing the reminder 200, he may choose to
22 save the reminder by clicking the save button 540, or to delete the reminder by clicking the delete
23 button 550.

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25 On Page 18, the paragraph beginning at line 3 should be replaced with the following.

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27 In step 630, the document reminder system 100 increments the timer before returning to
28 decision step ~~625~~ 615. The timer increment may vary in size from one embodiment to another.
29 Generally speaking, the timer is incremented by the smallest amount permitted by the personal
30 computer 20 on which the document reminder system 100 is running.

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2 On Page 18, the paragraph beginning at line 15 should be replaced with the following.
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4 In step 645, the document reminder system 100 must determine whether the application 240,
5 250, 260, 270 necessary to display the document associated with the reminder 200 is already active or
6 not. In the event that the application is not running, step 655 is executed and the necessary
7 application is opened. After step 655, step 650 is accessed. If the required application 240, 250, 260,
8 270 is active, then the system 100 skips step 655 and proceeds directly to step 650. In step 650, the
9 document is displayed in the appropriate application. Following step 650, the timer is incremented in
10 step 630 and the reminder determination loop of steps ~~625~~ 615 through 655 is repeated.
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